

ComputerAid International (a company limited by guarantee)

Trustees' Annual Report (Incorporating the Directors' Report) for the Year Ended 31 March 2022

The trustees present their annual report and financial statements of the charity for the year ended 31 March 2022. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019), the Charities Act 2011 and the Companies Act 2006.

Chair's Report

The 2021/22 was a year of growth and development for ComputerAid after the difficulties of the previous year caused by the Covid restrictions. We ended the year with a surplus on the general fund of £84,179, completely wiping out the cumulative deficit carried over from previous years. This was particularly pleasing given that 2022 is our 25th anniversary.

During the year we were successful in diversifying the range of companies donating ICT kit to us thus substantially receiving more reusable computers than our performance targets required. A number are household names with global operations. Our ability to provide an ICT disposal service not only in the UK but globally was a significant factor in our development. As a result, through our refurbishment partner Tier 1 Asset Management Limited, we were able to collect equipment from as far away as Australia to Peru and the USA and Canada.

Companies donating ICT equipment to us know that not only do they benefit from a secure and professional disposal service but also achieve environmental and social value benefits through reuse.

During the year we engaged the services of a marketing company, Mitchell & Stones, initially for a limited period, but the results were very encouraging and caused us to extend the contract and the range of activities upon which they are focused. Our approach to digital and online marketing had been inconsistent until our relationship with Mitchell & Stones, which is concentrated on business development and new corporate partnerships, leading to increased ICT equipment or financial donations.

The large number of Ukrainian refugees arriving in neighboring countries has once again highlighted the importance of digital technologies. Many fleeing the conflict had lost, stolen or damaged mobile phones and/or laptops. Such devices are essential for researching supportive resources, accommodation, health facilities and for keeping in touch with displaced family and friends. ComputerAid responded to the call for the donation of such devices by sending some 700 iPhones to Poland for distribution to refugees.

Due to ComputerAid's unique experience in deploying solar powered community hubs in converted shipping containers, we were commissioned by the N50 partnership, of which we are members, to supply mobile connectivity centers for use by refugees. At the time of writing, ten were being deployed, the first two in Bucharest.

Finally, I would like to thank the trustees for their support during the year.

Dominic McVey, Chair
26 October 2022

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Objectives and Activities

Objectives

The charity's objectives are to promote all or any purposes which are deemed charitable in law, particularly but not exclusively by facilitating the recycling and distribution of information technology equipment and training to various parts of the world where it is needed and can be used to benefit the community. ComputerAid seeks to promote poverty alleviation, improve education and health and overcome disadvantage through the use of ICT.

Achievements and performance

A major achievement after the difficulties caused by the Covid restrictions was achieving our overall financial performance target for the year, with increased donations of equipment and sales. However, travel restrictions in many countries continued to cause problems in the implementation of our projects. This was particularly the case in South Africa where inter-regional travel was prohibited, and Australia which was closed for travel for so long. This impacted upon the fabrication in Perth, Western Australia, of our Dell sponsored solar community hub and its deployment within an indigenous community.

As reported last year, although ComputerAid's mission has always been to bridge the digital divide, the Covid restrictions highlighted the divide in the UK. Without access to digital technology children could not participate in online home learning, and adults could not order products online or communicate with friends and family. This heightened awareness of the importance of access to digital technologies was an important factor encouraging a wider range of companies to collaborate with ComputerAid. We also experienced an increase in funding from companies in the technology sector wanting to support our work in the UK.

Since ComputerAid asset tracks every device we recycle, we can provide companies with detailed reports on how their donated equipment is being used, by whom and where. Thus, we can assist companies in achieving what are often seen as diverse policies, namely a safe and secure ICT disposal service; a reduced carbon footprint through reuse and sustainable recycling and, social value objectives by helping to overcome disadvantage and discrimination.

Our ability through our partnership with Tier 1 Asset Management Limited, to collect ICT equipment and process it for reuse in most countries overseas, has also been an important factor in attracting companies with a global presence. This can include remotely wiping the hard drives before collection. Companies can not only use ComputerAid as its recycling partner in the UK but also for its overseas offices. We have, for example, during the past year collected and processed equipment from locations as far apart as Australia, the USA and Peru.

During the year we decided to work with an outside marketing company, Mitchell & Stones, which has enabled us to access a wider range of resources than had previously been the case. We have greatly increased our use of video in our digital marketing and have commissioned videographers for our projects. Much of the focus of our marketing campaigns has been on developing corporate partnerships.

Our digital skills projects continue in schools in Kenya and Rwanda, and solar learning lab projects for Dell in Western Australia, Cairo, Mexico and South Africa. Work is also continuing to assist refugees from Ukraine in neighbouring countries.

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Public Benefit

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit and that the activities carried out by the charity during the year were all undertaken in order to further the charity's aims for the benefit of the Charity's beneficiaries.

Financial Review

Our net movement in general funds for the year was a surplus of £84,179 (2021: £28,321). The charity's reserves at 31 March 2022 stood at £661,869 (2021: 674,966), comprising a surplus on restricted funds of £579,794 (2021: £677,070) and a surplus on unrestricted funds of £82,075 (2021: deficit of £2,104).

Donations and grants

Various grants and donations are recorded in the accounts from individuals, corporates and trusts, the majority of which was restricted project-based income.

Investment policy and performance

The trustees have not formulated an investment policy since annual income is used to cover annual expenses incurred.

Risk management

The trustees recognise the importance of risk management within the framework of governance and internal control. The trustees review the risk register at each meeting and agree action to mitigate risks. The risk management policy includes:

- A regular review of risks and updating of the risk register.
- Systems and procedures to mitigate those risks identified in the review.
- Action designed to minimize any potential impact on the charity should any of the risks materialise.

Principal funding sources

The charity's principal sources of income are as follows:

- 43% of total income the from the sale, on a not-for-profit basis, of donated ICT equipment to partners and beneficiaries overseas.
- 42% of total income from grants from corporates, foundations and trusts.

Reserves policy

To protect our work against financial and seasonal demand fluctuations, the trustees aim to hold unrestricted funds sufficient to meet 12 weeks of expenditure, although this was not possible throughout the year under review. Holding reserves would allow us to make long-term commitments to projects and to accept larger orders of equipment from beneficiaries with confidence. This need is balanced against a wish to not hold more funds than required, so that we may maximize the amount of resources available to support our charitable objectives.

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At 31 March 2022 the charity held a surplus on reserves of £83,880, having reversed a medium-term deficit on general fund during the year. The charity continues to benefit from the restructure that took place in the year ended 31 March 2017, with a significant surplus on general funds recorded for the year under review.

The trustees have agreed a plan to build up reserves over the next 3 to 5 years by setting funds aside, as income allows.

Plans for Future Periods

We will be continuing with our strategy for corporate engagement focusing on both CSR and environmental functions, as well as ICT and procurement, and believe that technology-based companies will want to engage with ComputerAid as a technology based charitable organisation. This is being demonstrated by the increasing number of such companies either donating equipment or providing funding. A key aspect of this work is developing our asset tracking service to provide, on a more consistent basis, reports on the usage of donated equipment and the environmental savings through reuse.

ComputerAid is committed to a zero-carbon policy and at the time of writing is undertaking, with support from an external consultancy, an analysis of its carbon footprint and all scope 1-3 emissions. Most of the companies collaborating with ComputerAid are required to report on their emissions and are increasingly expecting their suppliers to do the same.

We are increasing our spending on marketing, working with Mitchell & Stones, to support our corporate partnership activities. This includes targeted campaigns to attract new donors, a greater use of visual imagery, and building up our social media networks. Improvements are being made to our website to increase our SEO rating and newsletters are being circulated every two weeks about our work rather than once a quarter. We are using our 25th anniversary to showcase our achievements since formation and the benefits of collaborating with ComputerAid.

With support from Dell Technologies, we are developing a wider range of services to be provided by our solar community hubs and seeking additional sponsors. At the time of writing, two new hubs were being deployed in South Africa with a local partner providing a community network for internet connectivity and telephony. Our work in Poland providing portable connectivity centres for use by Ukrainian refugees reflected our experience in converting shipping container into solar powered community hubs. It is anticipated that these activities will be continuing for some time.

Our experiences of working with corporates who have fundraised on our behalf has encouraged us to look for new ways of fundraising and we intend to launch a pilot prize draw initiative.

Structure, Governance and Management

Governing document

The organisation is a charitable company limited by guarantee, incorporated in October 1997 and registered as a charity on 22 April 1998. The charitable company was established under a Memorandum of Association that established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the charitable company being wound up members are required to contribute an amount not exceeding £1.

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Organisational structure

The Chief Executive is responsible for the day-to-day management of the charity, assisted by the Head of Programs and departmental managers and support staff.

Decision-making

Responsibility for the charity's activities and strategic oversight rests with the Board of Directors, which meets every quarter. If necessary, the board will hold telephone conferences in between formal meetings to review financial performance and other necessary issues. The Board sets the annual budget and measures performance against the key performance indicators. The accounts are circulated monthly to Board members. The Chief Executive reports directly to the Board.

The Board has recognised the importance of ensuring proper safeguarding arrangements are in place in all the charity's work and of those of its suppliers and partners, both in the UK and overseas and it reviews the safeguarding policies annually.

Recruitment and appointment of trustees

The directors of the charitable company are its trustees for the purpose of charity law. The appointment of new directors is the responsibility of the Board. All trustees give their time freely and no trustee remuneration is paid. Trustees are required to disclose all relevant interests and register them with the Chief Executive and withdraw from decisions where a conflict of interest arises.

Trustee induction and training

New trustees are expected to spend time with the senior management to familiarise themselves with the workings of the organisation, its finances and related issues. They receive copies of the governing documents and a set of the latest accounts and the Charity Commission's guidance on the duties of a trustee. Senior staff attend trustee meetings and report on developments and issues.

Staff remuneration policy

Although all staff salaries are subject to yearly review this does not guarantee a pay rise and there is no contractual right for an annual pay rise.

Trustees' Responsibilities in Relation to the Financial Statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them;
- Observe the methods and principles in the Charities SORP;
- Make judgments and estimates that are reasonable and prudent;

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- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to Disclosure to our Auditors

In so far as the trustees are aware at the time of approving our trustees' annual report:

- There is no relevant information, being information needed by the auditor in connection with preparing their report, of which the company's auditor is unaware.
- The trustees, having made enquiries of fellow directors and the company's auditor that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

A resolution proposing the re-appointment of Arnold Hill LLP as auditors to the company will be put to the annual general meeting.

Approved by board of Trustees on 26 October 2022 and signed on its behalf by:


David Mills
Financial Trustee

ComputerAid International
Legal and Administrative Information

Reference and administrative information

Charity name:	ComputerAid International
Charity registration number:	1069256
Company registration number:	03442679
Registered office and operational address:	Unit 33, Containerville Studios 35 Corbridge Crescent London E2 9EZ

Directors and Trustees

D E H McVey, Chair	
D Dearlove	
A S Sancho Pascoal	
D Mills	
I C Harrison	
L F Round	
S M Reissfelder	Appointed 28 April 2021
C M O'Gorman	Resigned 26 April 2022
	Resigned 28 April 2021

Company Secretary

D Dearlove

Chief Executive Officer

K R Sonnet

Independent Auditors

Arnold Hill & Co LLP
Chartered Accountants and Statutory Auditors
6th Floor
Capital Tower
91 Waterloo Road
London
SE1 8RT

Bankers

Lloyds Bank plc
31-33 Holloway Road
London
N7 8JU

ComputerAid International
Statement of Financial Activities
(Incorporating Income and Expenditure Account)
For the year ended 31 March 2022

	Notes	2022			2021		
		Restricted £	Unrestricted £	Total £	Restricted £	Unrestricted £	Total £
Income from:							
Donations and legacies	2	-	291,076	291,076	-	175,388	175,388
Charitable activities	3	476,147	577,167	1,053,314	544,545	311,654	856,199
Investment income		-	393	393	-	1,063	1,063
Other income		-	257	257	-	59,848	59,848
Total income		476,147	868,893	1,345,040	544,545	547,953	1,092,498
Expenditure on:							
Raising funds	4	-	90,898	90,898	-	37,822	37,822
Charitable activities	5	433,617	833,622	1,267,239	187,816	592,324	780,140
Total expenditure		433,617	924,520	1,358,137	187,816	630,146	817,962
Net (expenditure)/income for the year	9	42,530	(55,627)	(13,097)	356,729	(82,193)	274,536
Transfers between funds	18	(139,806)	139,806	-	(110,514)	110,514	-
Net movement in funds		(97,276)	84,179	(13,097)	246,215	28,321	274,536
Reconciliation of funds:							
Fund balances at 1 April 2021		677,070	(2,104)	674,966	430,855	(30,425)	400,430
Fund balances at 31 March 2022	18	579,794	82,075	661,869	677,070	(2,104)	674,966

The statement of financial activities includes all gains or losses for the year. All income and expenditure derives from continuing activities.

ComputerAid International
Registered Number: 03442679
Balance Sheet
as at 31 March 2022

	Notes	2022 £	2021 £
Fixed assets			
Tangible assets	12	318	462
Current assets			
Stocks	13	12,880	13,925
Debtors	14	100,218	62,576
Cash at bank and in hand		772,359	766,479
		<u>885,457</u>	<u>842,980</u>
Creditors: amounts falling due within one year	15	<u>191,466</u>	<u>125,946</u>
Net current assets		693,991	717,034
Total assets less current liabilities		<u>694,309</u>	<u>717,496</u>
Creditors: amounts falling after more than one year	16	32,440	42,530
Net assets	17	<u>661,869</u>	<u>674,966</u>
The funds of the charity:	18		
Restricted income funds		<u>579,794</u>	<u>677,070</u>
Unrestricted income funds			
Designated funds		462	462
General funds		81,613	(2,566)
Total unrestricted funds		<u>82,075</u>	<u>(2,104)</u>
Total funds		<u>661,869</u>	<u>674,966</u>

The financial statements were approved by the trustees on 26 October 2022, and signed on their behalf by:


D-Mills
Financial Trustee

ComputerAid International
Statement of Cash Flows
For the year ended 31 March 2022

	2022 £	2021 £
Net cash used in operating activities:		
Net (expenditure)/income for the year	(13,097)	274,536
Add back depreciation charge	144	213
Add back loss on disposal of investment	-	34
Decrease/(increase) in stocks	1,045	(305)
(Increase)/decrease in debtors	(37,642)	40,618
Increase/(decrease) in creditors	62,930	(62,007)
	<u>13,380</u>	<u>253,089</u>
Cash flows from investing activities		
Purchase of tangible fixed assets	-	(570)
Cash flows from financing activities		
Loan funds received	-	50,000
Net loan repayments	(7,500)	-
Increase in cash and cash equivalents in the year	<u>5,880</u>	<u>302,519</u>
Reconciliation of net debt		
Increase in cash and cash equivalents in the year	5,880	302,519
Cash and cash equivalents brought forward	766,479	463,960
Cash and cash equivalents carried forward	<u>772,359</u>	<u>766,479</u>

ComputerAid International
Notes to the Financial Statements
For the year ended 31 March 2022

1 Accounting policies

ComputerAid International is a private company, limited by guarantee, registered in England and Wales. In the event of the charity being wound up the liability in respect of the guarantee is limited to £1 per member of the charity.

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the previous year.

Basis of preparation

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2019), the Charities Act 2011 and the Companies Act 2006.

The charity constitutes a Public Benefit Entity as defined by FRS 102.

Preparation of the accounts on a going concern basis

During the year ended 31 March 2022, the charity generated a surplus on unrestricted funds of £84,179, and carried forward unrestricted funds as at that date of £82,075. The charity has continued to generate a surplus in the current financial year and forecasts to generate a surplus for the year ended 31 March 2023 of £100,000.

The charity has adapted to the challenges presented by the COVID-19 pandemic and has emerged a leaner, more efficient organisation.

Given the above, the trustees consider it appropriate to prepare the financial statements on a going concern basis.

Funds structure and accounting

The charity maintains the following types of funds:

Restricted funds Restricted grants and donations are available for the charity's use only in accordance with the terms under which, and for the purposes which, the funds were donated to the charity.

Unrestricted funds Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds Designated funds are unrestricted funds earmarked by the trustees for particular uses.

Income recognition

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants and donations and is included in full in the statement of financial activities when receivable. Grants, where entitlement is conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated ICT equipment is included at its value to the charity.

Investment income is included when receivable.

The value of services provided to the charity by volunteers has not been recognised in these accounts.

ComputerAid International
Notes to the Financial Statements
For the year ended 31 March 2022

1 Accounting policies (continued)

Expenditure recognition and basis of allocation of costs

Expenditure is recognised on an accrual basis as a liability is incurred. Where expenditure includes VAT which can only be partially recovered, the irrecoverable VAT is reported as part of the expenditure to which it relates.

Costs of raising funds comprises the costs associated with attracting grants and donations.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly. The expenditure related to the operation of the charity's central services system and central office which cannot be directly allocated are apportioned between the expenditure categories on the basis of the estimated amount of staff time involved in undertaking each activity.

Governments grants

Revenue grants are recognised when there is reasonable assurance that the conditions attaching to the grant have been complied with, and that the grant will be received. Grants received under the Coronavirus Job Retention Scheme are recognised in the period to which the underlying furloughed staff costs relate. Interest paid by the Government on the charity's Bounce Back loan are recognised as the interest is incurred.

Tangible fixed assets and depreciation

Assets costing less than £500 are expensed. All other assets are capitalised and valued at historic cost less accumulated depreciation. Depreciation is calculated so as to write down to estimated residual value the cost of all other tangible fixed assets over their estimated useful lives as follows:

ICT equipment	25% per annum on a straight line basis
Fixtures and fittings	25% per annum on a straight line basis

Stocks

Stocks are valued at the lower of cost and net realisable value. Cost includes the value of donated computers and the costs of collection and refurbishment.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party, and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognised at their settlement amount after allowing for any trade discounts due.

Leasing

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

Realised foreign currency exchange gains and losses

All realised foreign currency exchange gains and losses are taken to the statement of financial activities as they arise.

ComputerAid International
Notes to the Financial Statements
For the year ended 31 March 2022

1 Accounting policies (continued)

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged to the statement of financial activities as they become payable in accordance with the rules of the schemes.

2 Grants and donations

	2022 Unrestricted £	2021 Unrestricted £
Donations - monetary	84,604	42,908
Donations - ICT equipment	206,472	132,480
	<u>291,076</u>	<u>175,388</u>

3 Income from charitable activities

	2022 £	2021 £
Unrestricted		
Sales of donated ICT equipment	384,188	231,080
Operating system and MS Office software	24,691	27,297
Collection fees	77,579	21,556
ICT recycling fees	62,037	21,229
Shipping and insurance income	28,672	10,351
Telecoms and cartridge recycling fees	-	141
	<u>577,167</u>	<u>311,654</u>
Restricted		
Project delivery	476,147	544,545
	<u>1,053,314</u>	<u>856,199</u>

4 Costs of raising funds

	2022 Unrestricted £	2021 Unrestricted £
Costs of generating donations of ICT equipment	38,961	5,871
Fundraising costs	12,896	3,628
Staff costs	39,041	28,323
	<u>90,898</u>	<u>37,822</u>

ComputerAid International
Notes to the Financial Statements
For the year ended 31 March 2022

5 Expenditure on charitable activities

	Note	2022 £	2021 £
Unrestricted			
ICT equipment collected		206,472	132,480
Shipping and packaging		27,211	6,260
Insurance		2,645	2,426
Collection of ICT equipment		65,759	33,255
Purchase of ICT equipment		8,849	8,755
International programs		13,251	10,622
Partner refurbishment and recycling costs		133,584	61,491
Partner software licences		30,044	26,039
Staff costs		199,716	166,233
Support costs	6	126,626	127,567
Governance costs	7	19,465	17,196
		833,622	592,324
Restricted			
International programs		433,617	187,816
		1,267,239	780,140

6 Support costs

	2022 Unrestricted £	2021 Unrestricted £
Staff costs	62,450	72,656
Transport and travel	2,347	94
General office costs	32,873	33,089
Accountancy	14,181	14,046
Depreciation	144	213
Other costs	7,957	5,837
Bad and doubtful debts	6,674	1,632
	126,626	127,567

7 Governance costs

	2022 Unrestricted £	2021 Unrestricted £
Staff costs	15,061	13,700
Audit fees	4,404	3,496
	19,465	17,196

8 Net (expenditure)/income for the year

	2022 £	2021 £
Is stated after charging:		
Depreciation of tangible fixed assets	144	213
Auditor's remuneration	4,404	3,496

ComputerAid International
Notes to the Financial Statements
For the year ended 31 March 2022

9 Staff costs, remuneration of key management personnel, and average staff numbers

	2022	2021
	£	£
Staff costs were as follows		
Salaries	284,706	256,077
Social security costs	25,138	24,244
Pension costs	6,424	6,072
	<u>316,268</u>	<u>286,393</u>

The charity considers its key management personnel comprise the trustees, the Chief Executive Officer and the Head of Programs. The total employment benefits of the key management personnel were £103,386 (2021: £93,367).

One employee (2021: no employees) received employment benefits of more than £60,000 in the year, in the band £60,000 to £70,000.

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	2022	2021
	No.	No.
Chief Executive Officer	1	1
Management	1	1
Administration and support	5	6
	<u>7</u>	<u>8</u>

The charity operates a defined contribution pension scheme for its employees, and made contributions during the year of £6,424 (2021: £6,072). At 31 March 2022 the charity owed contributions to the scheme of £1,454 (2021: £1,464).

10 Trustee remuneration and expenses

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year or the preceding year, including the payment of remuneration or reimbursement of expenses.

11 Taxation

As a registered charity, ComputerAid International is exempt from tax on income and gains falling within Part 11 of the Corporation Tax Act 2010 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

The charity is registered for Gift Aid with HM Revenue & Customs under reference number XR29909.

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Notes to the Financial Statements
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12 Tangible fixed assets

	Plant & machinery £
Cost	
At 1 April 2021	1,302
At 31 March 2022	<u>1,302</u>
Depreciation	
At 1 April 2021	840
Charge for the year	144
At 31 March 2022	<u>984</u>
Net book values	
At 31 March 2022	318
At 31 March 2021	<u>462</u>

There were no capital commitments at 31 March 2022 (2021: Nil).

13 Stock

	2022 £	2021 £
ICT equipment held for resale	12,880	<u>13,925</u>

14 Debtors

	2022 £	2021 £
Accounts receivable	83,687	50,309
Prepayments and accrued income	16,409	12,267
Other debtors	122	-
	<u>100,218</u>	<u>62,576</u>

15 Creditors: amounts falling due within one year

	2022 £	2021 £
Bank loan	10,060	7,470
Accounts payable	79,953	84,510
Social security and other taxation	12,873	7,999
Accruals and deferred income	82,557	20,355
Other creditors	6,023	5,612
	<u>191,466</u>	<u>125,946</u>

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Notes to the Financial Statements
For the year ended 31 March 2022

16 Creditors: amounts falling due after more than one year

	2022 £	2021 £
Bank loan	32,440	42,530

The loan is a Coronavirus Bounce Back loan, advanced by Lloyds Bank plc on 15 June 2020. The loan carries interest at 2.5% per annum, the first year of which is paid for by the Government, and is unsecured. Monthly repayments of £933 commenced in July 2021 and will continue for sixty months.

The Bounce Back loan is subject to a government guarantee, and consequently gives rise to government assistance in the form of a beneficial interest rate as compared to other loans.

17 Analysis of net assets between funds

	Unrestricted funds			Restricted funds	Total
	General £	Designated £	Total £	£	£
Current year					
Fixed assets	-	318	318	-	318
Current assets	289,125	-	289,125	596,332	885,457
Current liabilities	(174,928)	-	(174,928)	(16,538)	(191,466)
Long term liabilities	(32,440)	-	(32,440)	-	(32,440)
	81,757	318	82,075	579,794	661,869
Prior year					
Fixed assets	-	462	462	-	462
Current assets	409,340	-	409,340	433,640	842,980
Current liabilities	(122,162)	-	(122,162)	(3,784)	(125,946)
Long term liabilities	(42,530)	-	(42,530)	-	(42,530)
	244,648	462	245,110	429,856	674,966

ComputerAid International
Notes to the Financial Statements
For the year ended 31 March 2022

18 Movement in funds

	At 1 April	Income	Expenditure	Transfers	At 31 March
	£	£	£	£	£
Current year					
Restricted funds - capacity building projects:					
Dell Technologies	475,351	97,485	(199,113)	728	374,451
Donations via Charities Trust (Dell projects)	-	4,844	(4,844)	-	-
SITA	187,614	203,972	(130,966)	(128,265)	132,355
Geeks on Wheels	-	110,664	(75,695)	(8,851)	26,118
Sara Emanuel	8,000	-	(8,000)	-	-
The Calleva Foundation	6,000	10,000	(4,539)	(3,062)	8,399
The Arhuaco Community Project	-	7,294	-	(356)	6,938
Association of Progressive Communications	105	-	(105)	-	-
Utelize	-	23,125	-	-	23,125
Recycle IT 4U Ltd	-	12,556	(10,297)	-	2,259
Mobliciti - Donation for solar learning hub	-	5,000	-	-	5,000
Opia	-	1,207	(58)	-	1,149
Total restricted funds	677,070	476,147	(433,617)	(139,806)	579,794
Unrestricted funds					
Designated fund - tangible fixed assets fund	462	-	-	-	462
General fund	(2,566)	868,893	(924,520)	139,806	81,613
Total unrestricted funds	(2,104)	868,893	(924,520)	139,806	82,075
Total funds	674,966	1,345,040	(1,358,137)	-	661,869

Transfers are made from restricted project funds to general funds as the projects are delivered and the charity becomes entitled to project management, monitoring and evaluation fees. Transfers are also made where the charity uses donated equipment to supply to projects, at rates agreed with funders.

ComputerAid International
Notes to the Financial Statements
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19 Movement in funds (continued)

	At 1 April £	Income £	Expenditure £	Transfers £	At 31 March £
Prior year					
Restricted funds - capacity building projects:					
Dell Technologies	403,813	297,311	(141,368)	(84,405)	475,351
Donations via Charities Trust (Dell projects)	-	25,147	(25,147)	-	-
SITA	25,262	196,428	(12,912)	(21,164)	187,614
Sara Emanuel	-	8,000	-	-	8,000
The Nairoshi Foundation	-	6,502	(2,087)	(4,415)	-
The Calleva Foundation	-	6,000	-	-	6,000
VMware	-	4,259	(4,259)	-	-
Association of Progressive Communications	-	648	(543)	-	105
William A Cadbury Charitable Trust	-	250	-	(250)	-
Others	1,780	-	(1,500)	(280)	-
Total restricted funds	430,855	544,545	(187,816)	(110,514)	677,070
Unrestricted funds					
Designated fund - tangible fixed assets fund	105	-	-	357	462
Designated fund - investments fund	34	-	-	(34)	-
	139	-	-	323	462
General fund	(30,564)	547,953	(630,146)	110,191	(2,566)
Total unrestricted funds	(30,425)	547,953	(630,146)	110,514	(2,104)
Total funds	400,430	1,092,498	(817,962)	-	674,966

Restricted funds

The charity delivered a number of capacity building projects during the year, providing training, technical support, building work and other infrastructure requirements to ensure the effective utilisation of ICT equipment to achieve program objectives.

Designated funds

The tangible fixed assets and investments funds represent the net book value of tangible fixed assets and cost of investments in subsidiaries and associated undertakings respectively, and are designated by the trustees to reflect the fact that these funds are not in a liquid form and so are not expendable funds.

ComputerAid International
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20 Commitments in respect of property licences

2022 **2021**
£ **£**

At 31 March 2022 the Charity had future minimum lease payments under a non-cancellable property licence as follows:

Not later than one year	3,075	15,375
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21 Transactions with related parties

The charity has registered a branch office in Kenya in order to carry out its charitable activities there. The branch registration number is F. 84/2005. The Kenyan branch prepares its own accounts locally, and the results of the branch for the year ended 31 March 2022 and its financial position as at that date were as follows:

2022 **2021**
KES **KES**

Profit and loss account

Income	4,969,265	4,435,624
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Operating costs	4,910,919	4,278,151
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Result for the year before tax	58,346	157,473
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Balance sheet

Cash at bank	212,237	4,709,811
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212,237	4,709,811
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Creditors: amounts falling due within one year	146,452	4,702,371
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Net liabilities	65,785	7,440
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The charity provided grant funding to the Kenyan branch during the year amounting to KES 4,910,919 (2021: KES 4,278,151). At 31 March 2022, the charity was owed KES 56,452 (2021: KES 715,772) by the Kenyan branch.

The results of the Kenyan branch are not consolidated into these accounts.

The charity maintained indemnity insurance on behalf of the trustees during the year.

Opinion

We have audited the accounts of ComputerAid International for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Trustees and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Extent to which the audit was considered capable of detecting irregularities, including fraud

The objectives of our audit, in respect to fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations;
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, Charities Act 2011 and the Companies Act 2006) and the relevant tax compliance regulations in the UK;
- We considered the nature of the industry, the control environment and business performance, including the key drivers for management's remuneration;
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;

- We considered the procedures and controls that the company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included: testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.



Mr Justin Moore (Senior Statutory Auditor)
for and on behalf of Arnold Hill & Co LLP

Chartered Accountants
Statutory Auditor

15 November 2022

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